



CITY OF MOUNTAIN VIEW

PERFORMING ARTS COMMITTEE

## AGENDA

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REGULAR MEETING - WEDNESDAY, MAY 18, 2016  
ATRIUM CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET  
6:15 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL** – Committee members Chan, Donahue, Vice Chair Murray, and Chair Palay.

3. **MINUTES APPROVAL**

Minutes for the April 20, 2016 meeting have been delivered to Committee members and a copy posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

5. **UNFINISHED BUSINESS**

5.1 **ONE-ACT PLAY FESTIVAL SUBCOMMITTEE REPORT**

**Background:** The One-Act Play Festival was held October 23, 2015. Performing Arts Committee (PAC) members have said they would like to work with the Foothill College Drama Department on the event for 2016.

**Recommendation:** Discuss the next steps for outreach and marketing efforts. Review the submitted applications and, if necessary, discuss delay in performance dates.

## 5.2 PAC SECONDSTAGE FEE WAIVER PROGRAM

**Background:** At the December 11, 2013 PAC meeting, the PAC approved a SecondStage Fee Waiver Program and created a subcommittee to review any applications. The PAC provided their first fee waiver under this program at the November 10, 2015 meeting.

**Recommendation:** Review all currently received fee waiver applications.

## 5.3 TWENTY-FIFTH ANNIVERSARY FESTIVAL

**Background:** Staff is outlining plans to publicly celebrate the twenty-fifth anniversary of the Mountain View Center for the Performing Arts (MVCPA) on August 6, 2016.

**Recommendation:** Staff and the Event Chair will report on ongoing preparations for the festival.

## 5.4 HOME COMPANY SELECTION PROCESS

**Background:** At the April 20, 2016 PAC meeting, staff agreed to look at financial and scheduling implications of additional restrictions to the current Home Company Program to create an additional window for non-Home Company bookings in spring.

**Recommendation:** Discuss the Home Company Program's goals, current status, and implications of altering the current program.

## 6. NEW BUSINESS—None.

## 7. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS

No action will be taken on any questions raised by the Committee at this time.

### 7.1 PAC REVENUE AND EXPENSE SPREADSHEET (INFORMATIONAL ITEM)

**8. ADJOURNMENT**

JP/3/CSD  
210-05-18-16A-E

## **AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES**

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to Jenn Poret at 650-903-6556.
- Interested persons may review the agenda and staff reports at the Mountain View Center for the Performing Arts beginning the Friday before each regular meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990**  
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Mountain View Center for the Performing Arts office at 650-903-6565 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE—**Any writings or documents provided to a majority of the Performing Arts Committee regarding any item on this agenda will be made available for public inspection in the Center for the Performing Arts office, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

## **ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE**

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the “Oral Communications” part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.

PERFORMING ARTS COMMITTEE  
REVENUE AND EXPENSE

Item 7.1

Date	Revenue	Expense	Net Funds	
6/1/2009	\$500.00		\$1,997.91	√
10/1/2009		\$65.98	\$1,931.93	
10/27/2009		\$152.95	\$1,778.98	
11/10/2009		\$85.00	\$1,693.98	
3/17/2010		\$8.96	\$1,685.02	√
8/6/2010	\$2,325.00		\$4,010.02	
9/1/2010		\$112.48	\$3,897.54	
9/22/2010		\$500.00	\$3,397.54	
9/23/2010		\$200.00	\$3,197.54	
9/23/2010		\$30.00	\$3,167.54	
10/11/2010		\$100.00	\$3,067.54	
10/11/2010		\$100.00	\$2,967.54	
10/11/2010		\$751.25	\$2,216.29	
10/15/2010	\$330.42		\$2,546.71	
10/22/2010		\$688.17	\$1,858.54	
12/10/2010		\$129.00	\$1,729.54	
12/10/2010		\$385.00	\$1,344.54	
1/12/2011		\$150.00	\$1,194.54	√
1/25/2011	\$8.48		\$1,203.02	
2/10/2011		<span style="color: red;">-\$18.00</span>	\$1,221.02	
7/29/2011	\$292.38		\$1,513.40	
10/11/2011		\$212.66	\$1,300.74	
10/24/2011		\$800.00	\$500.74	
2/15/2012		\$22.34	\$478.40	
6/6/2012	\$999.09		\$1,477.49	
6/26/2012		\$36.00	\$1,441.49	√
8/30/2012		\$9.00	\$1,432.49	
10/15/2013		\$800.00	\$632.49	
9/25/2014		\$43.37	\$589.12	
11/26/2014	\$352.84		\$941.96	
10/22/2014		\$27.00	\$914.96	
4/23/2015		\$32.61	\$882.35	
4/28/2015		\$86.17	\$796.18	
4/28/2015		\$59.92	\$736.26	
4/29/2015		\$76.38	\$659.88	√ End of FY2014-15
7/1/2015	\$1,000.00		\$1,659.88	One Time Significant funds (One-Act expenses)
7/10/2015	\$1,580.66		\$3,240.54	8/19/15: PAC authorized up to \$100 for the
8/31/2015		\$289.00	\$2,951.54	MVHS One Act Festival Marketing collateral
9/14/2015		\$100.00	\$2,851.54	Balance reserved for 2015 One-Act expenses



CITY OF MOUNTAIN VIEW

PERFORMING ARTS COMMITTEE

## MINUTES

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REGULAR MEETING - WEDNESDAY, APRIL 20, 2016  
ATRIUM CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET  
6:15 P.M.

1. **CALL TO ORDER**

The meeting was called to order by Chair Palay at 6:16 p.m.

2. **ROLL CALL**

**Present**— Committee members Donahue, Vice Chair Murray, and Chair Palay.

**Absent at Roll Call**— Committee member Chan (arrived at 6:17 p.m.).

**Absent**— None.

**Staff Present**— Performing Arts Manager Scott Whisler and Booking Coordinator Jenn Poret.

3. **MINUTES APPROVAL**

**Motion**— M/S Murray/Donahue— Carried 3-0-1; Chan absent— Minutes for the March 16, 2016 meeting were approved.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**— None.

5. **UNFINISHED BUSINESS**

5.1 **ONE-ACT PLAY FESTIVAL SUBCOMMITTEE REPORT**

The Committee discussed the 2016 One-Act Play Festival and answered questions.

**Motion**— M/S Chan/Murray— Carried 4-0— To extend the deadline for the One-Act Play Festival application to May 13, 2016.

## 5.2 PAC SECONDSTAGE FEE WAIVER PROGRAM

Booking Coordinator Poret reported no applications were submitted for the SecondStage Fee Waiver Program. The Committee reviewed Upstage Theatre's request for additional waiver.

**Motion**—M/S Murray/Chan—Carried 4-0—To make an additional fee waiver of \$100 for the rehearsal on May 3, 2016.

## 5.3 TWENTY-FIFTH ANNIVERSARY CELEBRATION

The Twenty-Fifth Anniversary Celebration Steering Committee discussed the Twenty-Fifth Anniversary Festival plan and answered questions.

SPEAKING FROM THE FLOOR IN SUPPORT AND/OR WITH RECOMMENDATIONS AND CONCERNS:

- Alexi Zubiria, Artistic Director, Western Ballet. Mr. Zubiria expressed his excitement for the event and Western Ballet's participation.

## 5.4 HOME COMPANY SELECTION PROCESS

Manager Whisler reported on past Home Company selection processes and answered questions.

SPEAKING FROM THE FLOOR IN SUPPORT AND/OR WITH RECOMMENDATIONS AND CONCERNS:

- Nancy Savokhan voiced concerns regarding Western Ballet's ability to book the dates they wish to use while also balancing all requests into a limited number of dates following the Home Companies. Ms. Savokhan asked the Committee to look at the reality of dates left behind if they change the process.
- Alexi Zubiria voiced concerns regarding Western Ballet's ability to book the dates they wish to use given the restrictions of the school calendars. Mr. Zubiria reminded the Performing Arts Committee (PAC) of Western Ballet's open-book status in regard to their operating procedures and financial status and their 100 percent nonprofit status.

- Pat Blackie, Venue Coordinator, Nova Vista Symphony Association. Ms. Blackie voiced concerns regarding the turnover of PAC members and Councilmembers since the discussion of the Home Company program began several years ago.

**6. NEW BUSINESS**

**6.1 SPONSORSHIP OF LOBBY ARTIST RECEPTION**

**Motion** – M/S Murray/Donahue – Carried 4-0 – To authorize staff to waive the room booking fees for Lobby Artist receptions held in the Mountain View Center for the Performing Arts lobby.

**7. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS**

**7.1 PAC REVENUE AND EXPENSE SPREADSHEET (INFORMATIONAL ITEM)**

Chair Palay apologized for not being in attendance at the prior two PAC meetings.

Booking Coordinator Poret confirmed PAC member participation in the April 23, 2016 Downtown Spring Parade.

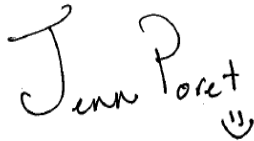
Committee member Murray recapped the Mayor's Roundtable meeting, stating the City Clerk was not aware of the PAC seat vacancy.



## 8. ADJOURNMENT

At 8:38 p.m., the PAC adjourned to the next Regular Meeting to be held on Wednesday, May 18, 2016, at 6:15 p.m. in the Atrium Conference Room, Mountain View City Hall, 500 Castro Street.

Attest by:

A handwritten signature in black ink that reads "Jenn Poret" with a small smiley face drawn at the end.

Jenn Poret  
Booking Coordinator

Approved by:

A handwritten signature in black ink that appears to read "D. Palay" in a stylized, cursive script.

Daniel Palay  
PAC Chair

JP/2/CSD  
210-04-20-16mn-E